RelaxRight



ThinkRight Section 10 Review Quiz:

CLUE: Fill in the blanks below using <u>errors</u>, <u>behavior</u>, <u>feelings</u>, or <u>events</u>
- Answers are on page 263 -

•	are neither good nor bad. It is the	of people that is
	either healthy or unhealthy.	
•	You may not be able to control all of thethinking	_ in your life, but you can correct

Goals for Week 9:

- Recognize some of the symptoms of stress.
- Learn various skills to manage stress.

What is Stress?

Stress is a physical, chemical, or emotional factor that causes tension in your body or mind. Managing stress is an important key to managing weight because your eating behaviors often change when you are under stress. Continued stress puts people at higher risk for serious health problems including illness, addiction, and depression.

People who continually experience stress are less likely to maintain their weight management program.

There are many factors that can contribute to stress. As you learned last week, your own thoughts have a big impact on the stress that you feel. In addition, other people, job responsibilities, lifestyle, medical conditions, and relationships can contribute to stress. However, those same stressors can also bring you great joy. This fact makes it almost impossible to eliminate all of the stress in your life, so it is best to learn the skills to manage stress to be more comfortable and in control of your life.

Recognize symptoms of stress. Most everyone has some type of stress in their life. In fact, it is almost impossible to escape stress. You are probably managing a moderate amount of stress. However, stress can quickly become a problem because most people have learned to ignore signs and symptoms of stress until it gets out of control. There are several signs and symptoms of stress. When you are under stress, you may experience one or more of the following:

Mood (Emotional) Symptoms of Stress

- Anxious
- > Scared
- > Irritable
- Moody

Thought Symptoms of Stress

- ➤ Low self-esteem
- > Fear of failure
- ➤ Inability to concentrate
- > Embarrassing easily
- > Worrying about the future
- Preoccupation with thoughts/tasks
- Forgetfulness

Behavioral Symptoms of Stress

- > Stuttering and other speech difficulties
- > Crying for no apparent reason
- > Acting impulsively
- > Startling easily
- Laughing in a high pitch and nervous tone of voice
- Grinding your teeth
- > Increasing smoking
- > Increasing use of drugs and alcohol
- > Being accident prone
- Losing your appetite or overeating

Bodily Symptoms of Stress

- > Perspiration /sweaty hands
- > Increased heart beat
- > Trembling
- Nervous ticks
- > Dryness of throat and mouth
- > Tiring easily
- Sleeping problems
- Diarrhea / indigestion / vomiting
- > Butterflies in stomach
- Headaches
- > Premenstrual tension
- > Pain in the neck and or lower back
- ➤ Loss of appetite or overeating
- Susceptibility to illness

(Source: Counseling Services, State University of New York at Buffalo)



Making a Commitment

Make a personal commitment to take care of yourself. You are responsible for your life, so the most important step in effective stress management is to make a commitment to reduce stress in your life.

Self-Promise #1 "I promise to reduce stress in my life to improve my health and well being." Your promises to yourself are just as important to keep as your commitments to other people! You have to make promises to yourself and stick to them.

Self-Promise #2 "I promise to say 'no' to others if necessary to reduce stress in my life."

If you are asked to do something that you do not have the time to do, you can say "no" to people without being rude. You probably have a lot going on in your life, and you can cause yourself stress by trying to do too much. It is important to keep your activities at a manageable level and not volunteer to take on activities when your schedule is full. You can reduce a lot of stress by simply setting limits for yourself.

- If saying no is hard for you, then you may need to improve your assertiveness skills.
 - ✓ Practice saying "no."
 - ✓ Before agreeing to do something, make sure it does not keep you from meeting other important commitments.
 - ✓ If you agree to take on a task that becomes more stressful than you planned, you can ask for help. You do not have to do "everything" yourself.
 - ✓ Practice using "I" statements instead of "you" statements. "You" statements put people on the defensive, while "I" statements communicate more clearly and get better results without the stress of being misunderstood.
 - ✓ Be honest. If you do not have time, tell people your schedule is simply too full.

Self-Promise #3 "I promise to develop healthy lifestyle habits to reduce or manage stress."



A healthy lifestyle includes a balance of things you can do to feel better emotionally and physically. Healthy behaviors reduce stress and increase our ability to cope with unexpected events. You have already learned about many of these habits over the last few months, and you can create a list of helpful lifestyle habits to fit your life and personality.

Helpful lifestyle habits that reduce stress:

- ✓ Get enough sleep.
- ✓ Eat regular, healthy meals and snacks.
- ✓ Participate in regularly physical activities because your body can fight stress better when it is fit.
- ✓ Cut down or cut out use of caffeine and tobacco.
- ✓ Balance your life with work and play.

- ✓ Hug somebody!
- ✓ Be assertive instead of aggressive. "Assert" your feelings, opinions, or beliefs instead of becoming angry, defensive, or passive.
- ✓ Do not rely on (food), alcohol or drugs to reduce stress.
- ✓ Seek out social support.

Self-Promise #4 "I promise to learn and use the skills necessary to reduce stress."

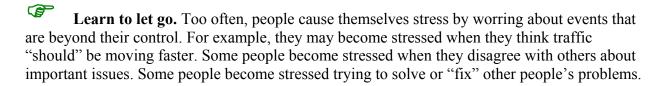
Stress is one of the most common reasons why people fail with their weight management program. However, you can learn stress management skills to keep you on track. As you become more skilled at recognizing and managing stress, you may use different combinations to handle different situations.

Managing Stress

Improve self-talk. As you learned last week with ThinkRight, your self-talk is important to weight management. Your self-talk is very important during and after stressful situations.



- ✓ Be honest with yourself.
- ✓ Do not try to be perfect.
- ✓ Avoid common thinking errors
 - All-or-Nothing thinking
 - Avould using "should" and "must" statements
 - Over exaggerations
 - Self-criticisms
 - Trying to predict future
- ✓ Keep a positive attitude.
- ✓ Recognize the good with the bad.
- ✓ Pat yourself on the back for a task well done.



It may be hard to do sometimes, but you can learn to "let go" of the things you cannot control. There are going to be events in your life that you cannot control. There are going to be people who disagree with you and do things in which you do not approve. Again, you are only in control of your decisions, choices, self-talk and feelings. Likewise, you are responsible for your behavior and the consequences of that behavior.



Helpful hints to let go:

- ✓ Do not dwell on events in your life that you cannot control.
- ✓ Do not attempt to control the behavior of others.
- ✓ Let other people take responsibility for their behaviors.
- ✓ Accept that people have opinions that may differ from your opinions.

Learn to relax. Learning to relax can help headaches and other physical and emotional symptoms of stress. For relaxation, choose tasks that allow you to slow down and take it easy for a moment. How much time do you allow yourself to slow down and take it easy for a moment? This change in routine can help reduce a lot of the physical and emotional symptoms of stress.

Helpful hints to relax:

- ✓ Read an interesting book or magazine.
- ✓ Go to the park or in some scenic or quiet place.
- ✓ Make time to talk and go out with friends.
- ✓ Spend time working on a hobby or craft.
- ✓ Allow time to laugh and play its good for grownups, not just kids!
- Learn relaxation exercises such as controlled breathing, imagery, and progressive muscle relaxation. You can find useful books at your local library.
- Routine activities such as yard work or needlework are also effective stress relievers for many people.
- ✓ Do something nice for yourself such as a massage or go to a movie or concert.
- ✓ Do something nice for someone else!

Use good problem solving skills. Avoiding problems might ease stress in the short-run, but most problems do not simply fade away. On the contrary, you usually experience more stress in your life down the road if you try to avoid problems. Therefore, you can greatly relieve your stress by finding practical ways to handle difficult situations rather than avoiding the problem.

You can use problem solving skills in almost all aspects of your life. In your weight management program, you can use problem solving skills in your meal plans, cooking, shopping, exercise, and other areas.

5 Simple Steps for Effective Problem Solving:

- **1** Identify the Problem
 - You cannot solve a problem until you know what it is. Write down what the problem is and what you want to solve. Make sure that you break the problem down to its smallest parts. Then, you can work on one part at a time.
- 2 Brainstorm for Possible Solutions
 It is important to list as many possible solutions to your problem as you can.
 Sometimes you may find it hard to see a solution. If you have problems thinking of

possible solutions, ask your family and/or friends for their thought on how they might solve the problem. A fresh perspective from someone not involved in the problem can be a big help. If you need more information, you might search for information on the Internet or at your local library.

- 3 Select Best Solution
 From your list of possible solutions, choose the solution that you think will best solve your problem.
- 4 Try Your Choice
 The only way to know if your choice works is to try it.
- Evaluate the Solution
 If your solution works, give yourself a big pat on the back. If your chosen solution does not get results you want, look for hidden obstacles that might be causing problems. You can also simply try another possible solution from your list if your solution does not work.

Get organized. What happens when you can not find or do not have something that you need? Stress! How do you feel when you have to rush to complete a task at the last minute? Stressed! You probably cause yourself a lot of stress simply by having to look for a lost item, making emergency runs for essentials (like toilet paper!), rushing to do things at the last minute, or just not having the time to do everything you would like.

Helpful hints to get better organized:

- ✓ Organize your time and set priorities!
 - Sort out daily tasks and keep a list all the things that you want to do.
 - Sort your list, putting things that MUST be done and the most important items at the top.
 - If you have a large task that needs to be done, break it into smaller pieces that are more easily managed.
 - Start at the top of your list and begin to tackle tasks, one at a time.
 - Once you get important things done, you can accomplish less important items only if you have time. If less important tasks do not get done, it is not a

catastrophe. You simply add to your list tomorrow.

- Organize your time and allow for rest and play periods.
- Stock up on frequently used items i.e. toothpaste or paper towels.
- Fill up your car with gas when the tank reads ½ full.
- ✓ Put your keys in the same place each time.
- ✓ Plan what you will wear to work the night before.
- ✓ Create an organized system for paying bills.
- When you pick up your mail, never let it leave your hands without throwing out the trash mail and organizing!

Conflict Resolution

You cannot avoid conflicts with other people. After all, everyone has their on unique points of view that is not always going to be compatible with your views. Conflicts, especially with loved ones, are usually stressful for everyone involved. Conflict resolution is the best way to reduce or relieve this stress.

Guide to Conflict Resolution:

1 Ground Rules

Conflict is a necessary and healthy element in all relationships and not something to be avoided. If something is important to one member of the family, it is important to all. Disagreements are going to occur. When two people disagree about an issue, however, the first emotional reaction is often anger. It is near impossible for people to resolve issues when they are angry. Therefore, it is important for everyone to let emotions calm before making an effort to resolve conflicts.

The purpose of conflict resolution is not to have one winner. It is to reach a solution in which all sides agree. When you think of resolving issues this way, people are likely to respond with a willingness to succeed. If the conflict is a question of fact, it is your responsibility to know the facts.

Basic Conflict Resolution Dos:

- ✓ Keep things in perspective.
- ✓ Focus on resolving one issue at a time.
- ✓ Be clear and direct when discussing issues.
- ✓ One person talks at a time.
- ✓ Allow other people to respond.

Basic Conflict Resolution Don'ts:

- ✓ Don't use physical contact, intimidation, or threats to get your way.
- ✓ Don't use the "Silent Treatment" and expect others to know what you think or feel.
- ✓ Don't dig up old issues that are not important to the issue at hand.
- ✓ Don't use emotional blackmail by saying "if you really love me, you would..."
- ✓ Don't over exaggerate or use words like "always" and "never."

2 State the Problem

You cannot resolve issues unless everyone knows exactly what the issue is. When stating the issue, state the problem in the form of a request, not the demand.

Examples of Request:		
"I would like		
"I prefer		
"My view is		_

Examples of Demand:		
"You have to		. "
"You are		.,,
If the problem is about behavior, ma of being.	ke it a positive request about	behavior, not a state
Examples of Request:		
"I feel	when	
"I feel	when because	· ,,
Example of Demanding Statement:		
"You do	and it makes me	· ,,

3 Listen and Understand

Listening is the most important part of conflict resolution, and listening requires a open mind to hear what is said. When two people are in an emotional argument, who is really listening? Sometimes people talk over each other hoping the loudest voice wins. Many people who are not talking are thinking about what they are going to say instead of listening. Resolving issues requires a willingness to listen to what is said. It is tough being a good listener. If you find it difficult to listen, you might try to "repeat" in your head what is being said as another person talks. That way, you stay focused on hearing what is said.

There may be times when you hear what is said but do not really understand the other persons meaning. When someone talks to you, you naturally imply your own reasoning to what is being said. However, people often mean to express themselves differently than you might think. If you are not clear about another person's meaning, you can easily repeat what they said and ask for more information. If you are open minded, listen and understand, it is easier to suggest possible solutions that both parties can agree.

4 Brainstorm Possible Solutions

Like you do when solving other problems, work together to make a list of as many possible solutions to your problems as you can.

5 Agree to Try a Solution

Remember, your goal is to resolve the issue in a manner that is acceptable to all those involved. Work together to pick one or more solutions from your list that everyone agrees offers a realistic chance for success. If you try a solution that does not work, you can work together to modify your solution or choose other possible solutions from your list.

6 Resolution

The issue is finally resolved when the solution works for everyone. However, there may

be issues that cannot be resolved. If the conflict is a matter of opinion, recognize that it is impossible to control the thoughts of anyone else. You may not change another person's mind even with your best efforts and intentions. Likewise, you cannot change other people's behaviors. When there is no mutual resolution, you have to resolve the issue for yourself. You might agree to disagree on matters of opinion. You might have to re-evaluate your relationship with people who behave in a manner you cannot tolerate.

Reduce Stress Now!

Make a stress list. You have made a commitment to reduce stress, so it is time to begin.

your l you. (ne top five things in your life that cause you the most stress. Be very specific when making ist. If your job causes you stress, describe what it is about your work that really bothers. Once you make your list, use the skills outlined in RelaxRight to better reduce or manage areas of stress.
1.	
2.	
3.	
4.	
5.	

Web Links

At the end of each weekly Section, you will find a list of related web sites for information discussed in this week's lesson. If a web address changes or you cannot find a listed web site, open you web browser to your favorite search engine to locate the current web address.

- http://ub-counseling.buffalo.edu/stressmanagement.shtml (Counseling Services, University at Buffalo)
- www.unl.edu/stress/mgmt (Stress Management: A Review of Principles)

ThinkRight Section 10 Review Quiz Answers:

- <u>Feelings</u> are neither good nor bad. It is the <u>behavior</u> of people that is either healthy or unhealthy.
- You may not be able to control all of the <u>events</u> in your life, but you can correct thinking errors.

Action Plan

RelaxRight Section 11

	Complete the weekly "Action Plan." Answer the questions, make notes to help you on your Program. You can check off your accomplishments as you complete them.
	Continue using your Daily Food Journals and note your "moods". "Do you have any symptoms of stress?" "Are my eating patterns tied to my mood, emotions or stress?"
	Review the information in RelaxRight. List your stressors at work and home.
	Begin setting goals* to reduce your stress. Decide how you will try managing the stress. The major stressor that is been bothering me is
	I will try to manage this stress by
*	When setting your goal, remember to be realistic, specific, flexible, and measurable.
	Continue to ChooseRight, PlanRight, ShopRight, CookRight, MoveRight and ThinkRight!

Weekly Meal Planner

	BREAKFAST	LUNCH	DINNER	SNACKS
SATURDAY				
FRIDAY				
THURSDAY				
WEDNESDAY				
TUESDAY				
MONDAY				
SUNDAY				

Fill in the meal plan with what you plan to eat for each meal on each day of the week. If possible, note days you also plan to dine out.

Daily Food Group Serving Totals

Total each day below to see if you are eating the correct number of serving for each food group. Look for ways to add or delete foods to meet your Weight Management Program goals.

_					
SATURDAY					
FRIDAY SATURDAY					
THURSDAY					
TUESDAY WEDNESDAY THURSDAY					
TUESDAY					
MONDAY					
SUNDAY					
PROGRAM A PROGRAM B FOOD GROUPS	FATS/OILS (FO)	MEAT/DAIRY (MD)	STARCHES (S)	FRUIT (F)	VEGETABLE (V)
PROGRAM B	5	5	8	5	9
PROGRAM A	4	4	9	4	5

Day 1							
Program A (1500 Calories) Program B (1800 Calories)	FOOD GROUPS (x = 1 Portion Size)						
	Fats/Oils	Meat/Dairy	Starches	Fruits	Vegetable		
Breakfast Meal Plan:							
Lunch Meal Plan:							
Dinner Meal Plan:							
Snack Plans							
Shack I fails							
Totals							

At end of each day, complete this Daily Food Journal according to what you actually did eat that day. Be as specific as you can and note which foods are *preferred* (P) and *occasional* (O) or *special occasion* (S).

			SERVING	FATS/	MEATS/				
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Check	1 box for every 8 oz.		Iy Totals				4		
of wa	ter you drink per day.		ogram A	4	5	6	4	5	
		Pr	ogram B	5	5	8	5	6	
Daily P	hysical Activities:								

Daily Tip:

Do something fun by yourself or with a friend or loved one.

Day 2							
Program A (1500 Calories) Program B (1800 Calories)	FOOD GROUPS (x = 1 Portion Size)						
	Fats/Oils	Meat/Dairy	Starches	Fruits	Vegetable		
Breakfast Meal Plan:							
Lunch Meal Plan:							
Dinner Meal Plan:							
Diffict Meal I fail.							
Snack Plans			1				
Totals							
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At end of each day, complete this Daily Food Journal according to what you actually did eat that day. Be as specific as you can and note which foods are *preferred* (P) and *occasional* (O) or *special occasion* (S).

Day	2	

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of wa	ter you drink per day.		ogram A	4	5	6	4	5	
		Pr	ogram B	5	5	8	5	6	
Daily P	hysical Activities:								

Daily Tip:

Keep activities at managable level by not volunteering for activities that add stress to your life.

Day 3										
Program A (1500 Calories) Program B (1800 Calories)	FOOD GROUPS (x = 1 Portion Size)									
	Fats/Oils	Meat/Dairy	Starches	Fruits	Vegetable					
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I IM IDI										
Lunch Meal Plan:										
Dinner Meal Plan:										
C. I.Di										
Snack Plans										
	1									
Totals										

At end of each day, complete this Daily Food Journal according to what you actually did eat that day. Be as specific as you can and note which foods are *preferred* (P) and *occasional* (O) or *special occasion* (S).

Day	3	
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Daily P	hysical Activities:		<i>a</i> ·· _					-	
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Daily Tip:

Hug someone you love. You will feel better.

Day 4										
Program A (1500 Calories) Program B (1800 Calories)	FOOD GROUPS (x = 1 Portion Size)									
	Fats/Oils	Meat/Dairy	Starches	Fruits	Vegetable					
Breakfast Meal Plan:										
Lunch Meal Plan:										
Dinner Meal Plan:										
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Snack Plans										
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At end of each day, complete this Daily Food Journal according to what you actually did eat that day. Be as specific as you can and note which foods are *preferred* (P) and *occasional* (O) or *special occasion* (S).

Day 4
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Daily P	hysical Activities:								

Daily Tip:

Keep items in a place where they are easily found.

Day 5										
Program A (1500 Calories) Program B (1800 Calories)	FOOD GROUPS (x = 1 Portion Size)									
	Fats/Oils	Meat/Dairy	Starches	Fruits	Vegetable					
Breakfast Meal Plan:										
Lunch Meal Plan:										
Dinner Meal Plan:										
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Snack Plans		1	1							
Totals	1									
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At end of each day, complete this Daily Food Journal according to what you actually did eat that day. Be as specific as you can and note which foods are *preferred* (P) and *occasional* (O) or *special occasion* (S).

Day	5	
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			SERVING	FATS/	MEATS/				
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of wa	ter you drink per day.		ogram A	4	5	6	4	5	
		Pr	ogram B	5	5	8	5	6	
Daily P	hysical Activities:								

Daily Tip:

Keep promises to yourself.

Day 6										
Program A (1500 Calories) Program B (1800 Calories)	FOOD GROUPS (x = 1 Portion Size)									
	Fats/Oils	Meat/Dairy	Starches	Fruits	Vegetable					
Breakfast Meal Plan:					<u> </u>					
Lunch Meal Plan:										
Dinner Meal Plan:										
Snack Plans										
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At end of each day, complete this Daily Food Journal according to what you actually did eat that day. Be as specific as you can and note which foods are *preferred* (P) and *occasional* (O) or *special occasion* (S).

Day	6	
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Daily P	hysical Activities:								

Daily Tip:

Avoid taking work home with you. It is important to have a boundary between work and home.

Day 7									
Program A (1500 Calories) Program B (1800 Calories)	FOOD GROUPS (x = 1 Portion Size)								
	Fats/Oils	Meat/Dairy	Starches	Fruits	Vegetable				
Breakfast Meal Plan:									
Lunch Meal Plan:			1						
Dinner Meal Plan:									
Snack Plans									
Totals	3								
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At end of each day, complete this Daily Food Journal according to what you actually did eat that day. Be as specific as you can and note which foods are *preferred* (P) and *occasional* (O) or *special occasion* (S).

Day	7	-
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			SERVING	FATS/	MEATS/				
TIME	FOODS YOU ATE	P/O/S	SIZE			STARCHES	FRUITS	VEGGIES	MOOD
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DINNER									
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			ogram A	5	4	6	4	5	
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Daily P	hysical Activities:								

Daily Tip:

Celebrate special occasions such as birthdays and aniversaries.